

Executive Order
Adoption of Consistent Forms and Fees
Methodology OAR 918-050 Revision

No. 40
August 25, 2014

PURPOSE

Municipal Code 14.05.270 authorizes the city manager to amend the Building Division fee schedules by executive order.

The State of Oregon Building Codes Division with the assistance of a Consistent Forms and Fees Committee has developed a uniform methodology for determining permit fees throughout the state. This executive order revises the methodology for the investigation, phased, and deferred submittal fees.

EXECUTIVE ORDER

1.1 The Newberg Building Division fee schedules shall be revised to the new fees shown in Exhibit A, which appends the executive order, Adoption of Consistent Forms and Fees Methodology OAR 918-050, adopted October 22, 2008. Fees shown in Exhibit B represent current fees by executive order 37 effective September 1, 2014.

APPLICABILITY

2.1 This Executive Order applies to any application submitted after August 29, 2014, at 4:30 p.m., and any building permit issued after November 28, 2014, at 4:30p.m.

OTHER EXPLANATION

- 3.1 Exhibit A: Proposed Building Division Fee Schedules Effective September 1, 2014.
- 3.2 Exhibit B: Previous Building Division Fee Schedules Effective April 1, 2014.

DATED this 25th day of August, 2014.

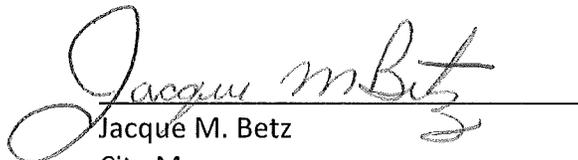

Jacqué M. Betz
City Manager

EXHIBIT A – Proposed Fee Schedule

PHASED PERMIT FEES	
FEE	MAXIMUM FEE
\$250.00 + 10% OF THE BUILDING PERMIT FEE WITH A MAX OF 1,500 EXCLUDING PHASE I	
<ul style="list-style-type: none"> • BUILDING PERMITS MAY BE OBTAINED AS PHASED PERMITS UNDER THE FOLLOWING CONDITIONS: ACCEPTED PHASES <ul style="list-style-type: none"> ❖ PHASE 1 – GRADING-/ SITE UTILITIES ❖ PHASE 2 – FOUNDATION ❖ PHASE 3 – BUILDING “SHELL” ❖ PHASE 4 – COMPLETION • IN EACH PHASE LISTED ABOVE THERE MUST BE SUFFICIENT INFORMATION PROVIDED IN ORDER TO ALLOW A COMPLETE REVIEW OF THE PLANS. • PLANS SHALL BE PREPARED BY A LICENSED OREGON ARCHITECT OR ENGINEER. • DEFERRAL OF ANY SUBMITTAL ITEMS SHALL HAVE PRIOR APPROVAL OF THE BUILDING OFFICIAL. THE LICENSED OREGON ARCHITECT OR ENGINEER OF RECORD SHALL LIST THE DEFERRED SUBMITTALS ON THE PLANS AND SHALL REVIEW THE DEFERRED SUBMITTAL DOCUMENTS FOR COMPATIBILITY WITH THE DESIGN OF THE BUILDING PRIOR TO SUBMITTAL TO THE BUILDING OFFICIAL FOR REVIEW. • THE CITY OF NEWBERG WILL ACCEPT PLANS SUBMITTED IN THE SEQUENCE LISTED FOR PHASED DEVELOPMENT. 	
\$1,500	
OTHER FEES	
\$77.35 PER HOUR	
MINIMUM TWO HOURS	INSPECTIONS OUTSIDE OF NORMAL BUSINESS HOURS <ul style="list-style-type: none"> • ADDITIONAL PLAN REVIEW REQUIRED BY CHANGES, ADDITIONS OR REVISIONS TO APPROVED PLANS • INSPECTIONS FOR WHICH NO FEE IS SPECIFICALLY INDICATED
\$77.35 PER HOUR	<ul style="list-style-type: none"> • OCCUPANCY CHANGE PERMIT
\$77.35 EACH	REINSPECTION FEE
\$77.35 PER HOUR	
MINIMUM 1/4 HOUR	INVESTIGATION FEE
\$200 FOR EACH DEFERRED OR 10% OF THE PERMIT FEE FOR THE VALUE OF THE DEFERRED WORK, WHICHEVER IS GREATER	DEFERRED SUBMITTAL

EXHIBIT B – Previous Fee Schedule

PHASED PERMIT FEES			
TYPE OF REVIEW	STANDARD PLAN REVIEW FEE	PHASED PLAN REVIEW FEE	TOTAL PROJECT INCREASE CAP
BUILDING PLAN REVIEW	75%	98%	\$5,038.52
PLUMBING PLAN REVIEW	40%	49%	\$2,339.25
MECHANICAL PLAN REVIEW	40%	49%	\$1,949.38
FIRE AND LIFE SAFETY REVIEW	50%	63%	\$3,119.01
<ul style="list-style-type: none"> • BUILDING PERMITS MAY BE OBTAINED AS PARTIAL OR PHASED PERMITS UNDER THE FOLLOWING CONDITIONS: ACCEPTED PHASES <ul style="list-style-type: none"> ❖ PHASE 1 – SITE PREPARATION / UNDERGRUND UTILITIES ❖ PHASE 2 – FOUNDATION ❖ PHASE 3 – BUILDING “SHELL” ❖ PHASE 4 – COMPLETION • IN EACH PHASE LISTED ABOVE THERE MUST BE SUFFICIENT INFORMATION PROVIDED IN ORDER TO ALLOW A COMPLETE REVIEW OF THE PLANS. • PLANS SHALL BE PREPARED BY A LICENSED OREGON ARCHITECT OR ENGINEER. • BUILDING, MECHANICAL, PLUMBING AND FIRE AND LIFE SAFETY PLAN REVIEW FEES AFOR THE FIRST PHASE OF ANY PROJECT WILL BE CALCULATED WITH THE STANDARD FORMULA. THE ABOVE PLAN REVIEW FEES FOR SUBSEQUENT PHASES WILL BE 40% MORE THAN THE STANDARD PLAN REVIEW FEE PERCENTAGE. THE TOTAL PROJECT DOLLAR AMOUNT OF INCREASE FROM A STANDARD PLAN REVIEW FEE TO A PHASED PLAN REVIEW FEE, FOR EACH CODE REVIEW, WILL BE DAPPED AS FOLLOWS. THE TOTAL PHASED PROJECT INCREASE CAP FOR EACH CODE PLAN REVIEW WILL E BASED ON THE PHASED PLAN REVIEW FEE PERCENTAGE MULTIPLIED BY \$6,145. • DEFERRAL OF ANY SUBMITTAL ITEMS SHALL HAVE PRIOR APPROVAL OF THE BUILDING OFFICIAL. THE LICENSED OREGON ARCHITECT OR ENGINEER OF RECORD SHALL LIST THE DEFERRED SUBMITTALS O THE PLANS AND SHALL REVIEW THE DEFERRED SUBMITTAL DOCUMENTS FOR COMPATIBILITY WITH THE DESIGN OF THE BUILDING PRIOR TO SUBMITTAL TO THE BUILDING OFFICIAL FOR REVIEW. • THE CITY OF NEWBERG WILL ACCEPT PLANS SUBMITTED IN THE SEQUENCE LISTED ABOVE IN CONJUNCTION WITH PHASED DEVELOPMENT. THE FEES ASSOCIATED WITH THIS TYPE OF PLAN REVIEW WILL BE ASSESSED AS OUTLINED ABOVE. 			
OTHER FEES			
\$77.35 PER HOUR		DEFERRED SUBMITTAL	
MINIMUM TWO HOURS		INSPECTIONS OUTSIDE OF NORMAL BUSINESS HOURS <ul style="list-style-type: none"> • ADDITIONAL PLAN REVIEW REQUIRED BY CHANGES, ADDITIONS OR REVISIONS TO APPROVED PLANS • INSPECTIONS FOR WHICH NO FEE IS SPECIFICALLY INDICATED 	
\$77.35 PER HOUR		INVESTIGATION FEE	
\$77.35 PER HOUR		OCCUPANCY CHANGE PERMIT	
\$77.35 EACH		REINSPECTION FEE	